

State of Alaska  
**DEPARTMENT OF HEALTH & SOCIAL SERVICES**

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**FACT SHEET**



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## **Grants Management Project**

### ***Frequently Asked Questions***

#### **Q. What is the Grants Management Project?**

A. The Grants Management Project is a departmentwide effort to increase the efficiency and effectiveness of DHSS grant-making processes. The goals of the project are to 1) to reduce administrative burden for DHSS while ensuring adequate fiduciary control; 2) increase grantee/customer satisfaction; and 3) reduce the administrative burden for grantees to interface with the state.

#### **Q. When did this project start?**

A. The project started in June 2006 when the department and Rasmuson Foundation engaged Cliff Consulting, Inc., an outside consulting firm, to review the department's grant-making processes, gather input and ideas from DHSS staff and grantees, and make recommendations for improvements. The recommendations resulting from this study are contained in a report the department received in September, which can be found at <http://www.hss.state.ak.us/das/gandc/default.htm>. The next phase of this project is to review and implement the recommendations.

#### **Q. How long is this project? What is the timetable?**

A. This is a multiyear project. Our goal is to implement some of the short-term opportunities quickly and begin work on the most critical medium/long-term recommendations immediately. We are currently in the process of prioritizing the recommendations and developing an overall project plan.

#### **Q. What level of support does this project have?**

A. This project has the full support and focus of the Commissioner's Office with a goal of making significant changes in the department's operations and culture.

#### **Q. Who is participating in this project? How is it being run?**

A. The project has three levels of involvement. First, the project is governed by a Steering Committee that meets monthly to review activities and provide project guidance and decision-making. The Steering Committee consists of Bill Hogan, Sherry Hill, Janet Clarke, Darla Madden, Tony Lombardo, Dr. Jay Butler, Rod Moline, Ellie Fitzjarrald, Stacy Toner, Tammy Sandoval, Steve McComb, Kathy Craft, Sammy Pokryfki (Rasmuson Foundation), Robin Nasatir (Cliff Consulting), Jean deVera (Cliff Consulting).

(more)

- Day-to-day oversight of this project is handled by a core team of individuals who meet weekly. This team consists of Bill Hogan, Sherry Hill, Kathy Craft, Sammye Pokyfyki (Rasmuson Foundation), Robin Nasatir (Cliff Consulting) and Jean deVera (Cliff Consulting).
- The bulk of the work of this project will be handled by the Grants Management Work Group which will review and implement the recommendations. The Grants Management Work Group includes representatives of all grant-making divisions. Its members are:
  - DBH: Diane Casto, Brita Bishop, Gary Kotsenko and MaShelle Hess
  - DJJ: Barb Murray and Cynthia Scott
  - DHSS HPSD: Pat Carr and Joyce Hughes
  - DPH: Tammy Green
  - DSDS: Lisa Morley and Alison Seymour
  - DPA: Nita Greenwell-Madsen and Ron Kreher
  - FMS: Darla Madden and Chris Carson
  - OCS: Nancy Burns and Tracy Spartz-Campbell
  - PIT: Jeff Kasper

Project Director: Kathy Craft  
 Cliff Consulting: Jean deVera  
 Foraker Group: Terry Horton

**Q. How can I get updates on what is happening?**

- A. Updates will be issued once a month to all DHSS staff via Commissioner Office correspondence to provide you with the updates on the project's progress. We are also planning to create a Web site which will contain the latest information on project plans and progress. We will let you know as soon as that site is available.

**Q. I have an upcoming meeting with grantees. What should I say if I'm asked about this project?**

- A. We will provide routine sets of talking points for anyone attending grantee forums, etc. If you need information prior to a grantee meeting, contact Kathy Craft, [Kathryn.Craft@health.state.ak.us](mailto:Kathryn.Craft@health.state.ak.us).

**Q. If I have some input on issues, ideas for solutions, etc. whom can I contact?**

- A. We welcome feedback from all areas of the department. If you have questions, ideas, or concerns about the project, contact your division's representative on the Grants Management work group or Kathy Craft, [Kathryn.Craft@health.state.ak.us](mailto:Kathryn.Craft@health.state.ak.us).

**Q. Is this project focused only on grant-making? What about contracts and other areas?**

- A. The focus of the project is on grant-making only. However, we may find that some of the ideas and improvements are applicable to other areas of the Department.

**Q. How are you gathering grantee input to this process?**

- A. We gathered a lot of input from grantees during the initial study phase through the grantee forums and interviews conducted by Cliff Consulting. In addition, the Foraker Group has designated Terry Horton to represent grantees.

**Q. How can I get updates on what is happening?**

- A. We will issue monthly e-mail updates to all grantees on project progress. Additionally, we plan to have a Web site where you can obtain the latest information. We will let you know as soon as that site is available.

**Q. If grantees have suggestions or concerns about the project, whom should we contact?**

- A. Contact the project director, Kathy Craft at [Kathryn.Craft@health.state.ak.us](mailto:Kathryn.Craft@health.state.ak.us).